

Date: _____

From: Command Career Mentor Program Coordinator
To: Commanding Officer, Naval Station Norfolk
Via: (1) Command Master Chief
(2) Executive Officer

Subj: CAREER MENTOR PROGRAM COORDINATOR QUARTERLY REPORT

1. Per reference (a), the quarterly Career Mentor Program Coordinator report is as follows:

a. Admin Department:

- (1) Number of personnel assigned: _____
- (2) Number assigned Mentors: _____
- (3) Number of E-5 Mentors that have not attended Deckplate Resource Awareness: _____
- (4) Maximum number of Sailors assigned to a Mentor: _____

b. Chapel:

- (1) Number of personnel assigned: _____
- (2) Number assigned Mentors: _____
- (3) Number of E-5 Mentors that have not attended Deckplate Resource Awareness: _____
- (4) Maximum number of Sailors assigned to a Mentor: _____

c. Legal:

- (1) Number of personnel assigned: _____
- (2) Number assigned Mentors: _____
- (3) Number of E-5 Mentors that have not attended Deckplate Resource Awareness: _____
- (4) Maximum number of Sailors assigned to a Mentor: _____

d. 1st LT:

- (1) Number of personnel assigned: _____

(2) Number assigned Mentors:_____

(3) Number of E-5 Mentors that have not attended
Deckplate Resource Awareness:_____

(4) Maximum number of Sailors assigned to a
Mentor:_____

e. Port Ops:

(1) Number of personnel assigned:_____

(2) Number assigned Mentors:_____

(3) Number of E-5 Mentors that have not attended
Deckplate Resource Awareness:_____

(4) Maximum number of Sailors assigned to a
Mentor:_____

f. PAO:

(1) Number of personnel assigned:_____

(2) Number assigned Mentors:_____

(3) Number of E-5 Mentors that have not attended
Deckplate Resource Awareness:_____

(4) Maximum number of Sailors assigned to a
Mentor:_____

2. Accumulative command statistics

a. Number of personnel assigned:_____

b. Number of assigned mentors:_____

c. Number of E-5 mentors that have not attended Deckplate
Resource Awareness:_____

Very respectfully,